



## **Mosaic Student Assessment Coordinator**

### **Mosaic Student Assessment Coordinator Overview:**

As the Mosaic Student Assessment Coordinator you are gifted in observation and evaluation. The Assessment Coordinator will focus on the pulse of campus through conversations, meetings, and evaluation methods. You will be able to communicate the effectiveness of Mosaic's programs/events and suggest ways to work toward improvement.

As a member of Mosaic, you will responsibly gain insight from student voices (many underrepresented) and in turn share that voice with the broader NU population. You will creatively implement co-curricular programming both active and passive. You will embody servant leadership as you engage NU and the surrounding community.

This position is supervised by the Director of Multicultural Life.

### **Responsibilities/Requirements:**

- Create event/program surveys, hold focus groups, meet with students one on one, etc. that help in evaluating the effectiveness of Mosaic
- Present and report to Mosaic team and Director of Multicultural Life the results of your assessments
- Facilitate or assist in moderating events, as needed
- Participate in all weekly Mosaic team meetings and office hours
- Assist in coordination and execution of events/programs
- Foster campus collaboration (departments, student organizations, clubs, faculty, etc.)
- Help build team dynamics (serve each team member)
- Actively recruit interested NU students to programs/events and potential future leadership
- Strong communication with Mosaic team, Director of Multicultural Life, various staff/faculty, student body
- Consistently meet with Director of Multicultural Life throughout each semester
- Regularly meet with Mosaic Student Director and potential Mosaic volunteers
- Additional work hours will be directed by the Director of Multicultural Life and demand of that week's programming preparation
- Mandatory participation in campus programming through attendance and volunteerism, as needed (Welcome Weekend, Halls-O-Ween, Family and Homecoming Weekend, and CSLC).

This position averages 7.5 hours of work per week.



### **Qualifications:**

- Demonstrate a strong commitment to the Christian faith and the values of Northwest University
- Demonstrate cultural humility-focusing on elevating others and displaying a posture of constant learning
- Demonstrate an understanding of leadership and have a desire to grow personally and professionally
- Strong in communication and comfortable with public speaking
- Be a full-time student at Northwest University (at least 12 hours/semester) throughout position
- Must be in good standing with Student Development, Campus Ministries, and the Office of the Provost
- Maintain a minimum cumulative grade point average of 2.5
- Additional paid jobs must not exceed 20 hours, unless otherwise approved by the Director of Multicultural Life
- Must be of Sophomore status prior to leadership and must have been enrolled as a full-time student at Northwest University for at least two semesters prior to the term of leadership

### **Compensation:**

This position will receive a 10.5% tuition scholarship. Based on the 2023-2024 tuition, this is \$3,732.00.

### **Important Dates:**

Student Leadership Spring Retreat	March 23 <sup>rd</sup> , 2024
Mosaic Fall Return to Campus	August 11 <sup>th</sup> , 2024
Student Leadership Fall Training (including WW)	August 11 <sup>th</sup> – 25 <sup>th</sup> , 2024
Family and Homecoming Weekend	October 4 <sup>th</sup> -5 <sup>th</sup> , 2024
Christian Student Leadership Collective (CSLC)	October 15 <sup>th</sup> , 2024
Halls-O-Ween	October 31 <sup>st</sup> , 2024
Spring Return to Campus	January 10 <sup>th</sup> , 2025
Student Leadership Spring Training	January 10 <sup>th</sup> -12 <sup>th</sup> , 2025